

MINUTES OF YOXWOOD PROJECT HELD AT MAIN'S RESTAURANT ON WEDNESDAY 5TH MARCH AT 7PM

Attendance:

Jan Williams (Chair), Sally Barker (Secretary), Nigel Kerridge, Maria and Hal Humphrey, Nancy Main (Vice Chair), Sam Cutler(School's Link), Alex Haslem and Anne Gouge

Apologies:

Nick Prior, Liz Morris

1. TIME FOR THE PUBLIC TO SPEAK

No other members of the public were present

2. WEBSITE

We discussed Adam Barker's offer to set up and keep updated a website for the group. He will not charge a fee but has asked if he can put a link from this site to his own business Website. No objection was made to this suggestion. It was agreed to accept this offer.

It was also proposed that we purchase a Domain address at an estimated cost of about £15 pound per year. Adam has agreed to set this up for us.

We decided to go ahead with the Website and the Domain Address.

Our Thanks go to Adam Barker for offering to set this up.

3. SOLICITORS

Nancy has received a letter from Malcolm Purvis's Solicitor saying that they will contact Malcolm to clarify his instructions.

No further action at the moment, just to await further developments.

4. INSURANCE / RISK ASSESMENT

Sally reported on progress so far.

A new Insurer was found who could provide Public Liability Insurance for £100 but it did not cover Volunteers or Abuse claims.

Upon discussion it was decided it would be better to spend more in order to get the cover we require.

Sally to do more research on Insurance companies.

It will be necessary to do a risk assessment for our own use and also for the Insurers.

Nigel said that there is a Risk Assessment layout on the Greenlight Trust website.

He has already started a Risk assessment and is happy to continue with it.

5. MEETING VENUES

Sally has spoken to the owner of the King's Head and it will be fine to hold meetings there.

We decided to keep to current arrangements to hold meetings and to consider the Pub (Kings Head) for the future.

It was noted that there could be some noise in the Restaurant, which can make it difficult to hear.

Hal is waiting for quotes on materials and will go to the school to salvage some fencing from the School.

Nigel and Jan offered some materials and Jan said the cost of fencing materials could come out of the school budget.

Hal and presumably Nick (he was not in attendance so we were unable to clarify) will continue with this.

1. LEAFLET

The leaflets have been distributed in the Parish magazine.

Printing options were discussed and it was decided to continue with Nigel printing the leaflets for the moment but to try and use better quality paper.

Nigel said that it costs about £46 per 500 leaflets in direct costs, but this does not include any wear and tear on the machine. The group buying it's own Printer was suggested, but was decided against for the moment as Nigel pointed out his printer uses 6 different colour cartridges which makes printing more economical.

2. BIG FUN DAY

Jan has contacted S.C.D.C to let them know that we would be having a stand at the event and they said that was fine.

Jan will also put some of the advertising posters up around the village that S.C.D.C have sent.

Nigel agreed to print and give to Maria 50 leaflets for the Fun Day

Anne was asked if she had yet decided on the stall for the Fun Day. She had no final plan but suggested a few ideas at the time. Jan offered to provide some resources from the school.

It was decided to hold a raffle on the day as well.

Sally offered to donate some prizes. Nigel offered some raffle tickets

It was decided that we should ask around the village for other prizes.

Anne offered to talk to farm shops and Garden Centres to see if they would donate or sponsor. She pointed out that it would be a good idea to take some leaflets to help identify herself and to explain the project.

Anne, Maria, Alex, Sam and Sally offered to attend the stall and help with setting up and packing away.

3. FUNDRAISING

No updates available from the sub group.

Sub group to meet on Tues 11th March.

It was agreed that we needed to start applying for grants and organising fund raising events in the very near future.

Jan pointed out that O2 are offering grants of up to £1000, paid out monthly.

4. MANAGEMENT PLAN

It was agreed that the Management plan should be finished before it is added to the Website.

Nigel and Nick will continue with the Management Plan.
Nigel then reviewed the Subject headings so far.

Front Page. We all agreed this was fine having viewed the photos.
Site Evaluation – More work to do on this (Nick?)
History – Nigel to talk to Malcolm to see if he has any information on this subject.
Objective and Aims – it was decided not to separate these two headings.
Management Strategy - How will we title this subject?
Examples of appropriate Species (Nick?)
Year 1 and Year 2 – started but more work to be done on this.
Community – More work to be done on this. We need to discuss Dogs, Horses
bicycles etc.
Funding – Discuss
Future requirements
Acknowledgement sheet – Who to be included

Appendix to include:
Map of Site
Footpath map
Planting Plan
Copy of Susan Stone's report
Copy of Will Todd's letter
Map of Village
Work timetable.

1. OTHER

Sally to e-mail a copy of the 'Summary of Accounts' to the group.

2. ACCOUNTS

It was agreed that we will purchase a Domain address at a cost of £17.61 for the first year.

NEXT MEETING **Wednesday 9th April at 7pm.**
At Nancy's (Main's Restaurant)